



## Job description

Job title	Financial Controller
Department	Finance
Contract	Permanent
Salary	£75,000
Hours	Full-time, 36 hours per week
Location	Tate Britain, Millbank, London (min 3 days onsite)
Reporting to	Chief Financial Officer
Responsible for	Accounts Office Supervisor, Systems Accountant, Financial Accountant, MTS Team

## Background

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes the national collection of British art from the 16th century to the present day, and international modern and contemporary art from 1900 to the present day, spanning all continents. We seek to expand access to the collection and deepen understanding of art in all its diversity.

Tate is a leading global institution, and we influence critical thinking about art practice. Tate is committed to maintaining free entry for audiences to our collections. We see access to art for everyone as a universal human right and we see our galleries as sites of creative learning. We want to champion the importance of making art and encourage people to explore the many ways in which art is created and develop their own creative potential.

We want to welcome audiences that better reflect the towns and cities in our nation and attract a diverse international public. Our reach is already powerful. We intend to increase its impact across society, with art that resonates around the world.

Everyone who works at Tate has a role to play in achieving these goals. We offer exciting work built around our love for art, and have a strong commitment to equality, diversity and inclusion, with the aim to have our workforce and audience as diverse as the communities we serve. And everything we do is only possible thanks to our fantastic colleagues, who really know their stuff, support each other and want to do the best for our audiences.

We hope you will consider joining our team.

You can find further information about Tate on our website: [www.tate.org.uk](http://www.tate.org.uk).

## About the role

Ensure an efficient and effective operational finance service is provided to Tate and Tate Foundation.

## About your team

The Financial Controller's team are responsible for statutory financial reporting, audit, tax, treasury, transaction processing and Capital Projects. There are also separate finance teams in Tate Enterprises Ltd responsible for the financial management of Tate's commercial subsidiaries.

## What you will gain

Motivated, and skilled people are key to our continued success, and we want everyone at Tate to have the opportunity to develop and thrive. In this team, you will be encouraged to contribute your ideas, realise your potential, and learn new skills and knowledge.

## What you will do (Main Duties and Responsibilities)

- Leading the planning of the year end process
  - Management of the production of the statutory accounts and C-pack
  - Management of the resourcing and completion of the external audit
- Management of the financial accounting and control team
  - Ensuring high quality outputs from the team in line with the demands and requirements of Tate
- Management of cash management and treasury
  - Working with the Head of Financial Planning and Analysis to highlight opportunities to invest and save money
- Prepare papers for Trustee and Sub-committee meetings
- Be the finance expert within Tate to advise (or seek external advice) on financial matters to aid Tate to achieve Value for Money in its contracts and deals
- Mentor and support direct reports and cultivate a can-do approach and an appetite for learning across the team
- Review claims and returns including Gift Aid, Exhibition Tax Relief and VAT and ensure returns are filed in a timely and accurate manner.

## What you will bring to the team

### Essential

- A recognised accountancy qualification with significant post qualification experience.
- Previous Financial Controller or similar experience with a proven track record of operating in a complex and challenging environment.
- Proven communication and interpersonal skills in working with senior staff and ability to relate to non-financial budget holders and staff.
- Demonstrate a flexibility to adapt to change and resilience in the face of pressure

- Experience in line management to motivate, develop and coach direct reports and the Accounts Office team
- Experience in writing reports for directors or Trustees.
- Experience of working as part of a team and on own initiative.
- Experience of developing and maintaining Finance systems.
- Ability and interest in taxation, including detailed PAYE and VAT knowledge.
- Experience of managing and supporting the professional development of a diverse team, and of creating an inclusive and respectful culture within a team.

An interest in and commitment to the work of Tate.

### Desirable

- Experience of Unit 4 (financial system).

## Tate for all

### Diversity and Inclusion

Our jobs are like our galleries, open to all.

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

### Our Values

- **Open:** we're welcoming, generous-spirited and inquisitive, with an open-source attitude that thrives on collaboration.
- **Bold:** we have the courage of our convictions; we're willing to take imaginative risks: we aren't afraid of failure - so long as we learn from it.
- **Rigorous:** we'll win people's trust if we're accountable for our actions and excellence underpins everything we do.
- **Kind:** we value and respect each other, our partners, and our visitors, striving to make every encounter memorable and enriching.

### Benefits

- Birthdays off each year
- 25 days leave per year, rising to 27 (pro rata for part time colleagues).
- A pension scheme with generous employer contributions.
- Life Assurance and Income Protection for DC scheme members.
- Interest-free Season Ticket Loan.

- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Discounts in the Tate Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.
- Free access to other galleries and museums abroad through the International Council of Museums (ICOM) membership

## **Safer Recruitment**

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

## **How to apply**

Our opportunities are open for you to apply online. Please visit:

[www.tate.org.uk/about/workingattate/](http://www.tate.org.uk/about/workingattate/) to create an account by registering your details or, if you are an existing user, log into your account.

For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

**The closing date for the submission of completed application forms is 24 July 2025 by midnight. Interviews will be held on 31 July and 1 August 2025**

Where vacancies attract large volumes of applicants, we reserve the right to close this vacancy early. Therefore, if you are interested, please try to submit your application as early as possible.

